



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON ANSBACH
UNIT 28614
APO AE 09177

IMEU-ANS-PWO (B)

01 October 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Snow and Ice Removal, Policy Letter #37

1. REFERENCES:

- a. AR 420-72, Facilities Engineering Transportation Infrastructure and Dams, 27 April 2000.
- b. Technical Manual 5-624, Maintenance and Repair of Surfaced Areas, 27 October 1995.

2. PURPOSE: To provide adequate snow and ice removal/control within the US Army Garrison Ansbach, according to priorities for the various facilities as required by pertinent directives during the winter season.

3. RESPONSIBILITIES:

a. Military Police:

- (1) Monitor road and weather conditions.
- (2) After duty hours notify the Katterbach and or Illesheim Fire Department when condition requires snow and ice removal/control.

b. Directorate of Public Works (DPW), Chief Buildings & Grounds Division:

- (1) Prescribe emergency snow removal standby procedures and crew schedules.
- (2) During duty hours monitor road conditions and initiate snow/ice control when necessary.
- (3) Ensure snow and ice removal/control equipment is properly maintained and prepared for use.
- (4) Initiate snow and ice removal/control on roads and parking lots IAW priority.

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c. Fire Department Katterbach and Illesheim: Provide emergency rescue and support as needed.

d. Area Support Team (AST) Katterbach and Illesheim:

(1) Initiate snow and ice removal/control on walkways and small parking areas in assigned areas of responsibility. Prepare and publish priority list for snow and ice removal/control within area of responsibility (see paragraph 5b).

(2) Control parking and vehicle movement to facilitate heavy snow removal when necessary.

(3) Take action to have Kaserne and Housing occupants/tenant units salt and/or clear entrance ways in assigned areas of responsibility.

e. Tenant Units: Removal of snow from walkways and control of ice in their area of responsibility and in conjunction with the Area Support Team.

f. Self Help: Removal of snow and ice from entrance ways, steps, private drive ways, assigned parking areas and related areas given direct access to Bachelor Officer Quarters (BOQ), Bachelor Enlisted Quarters (BEQ), and Senior Enlisted Bachelor Quarters (SEQ), are the responsibility of the occupants of these facilities. Snow removal equipment and material is available at the Self Help Store (SHIP Store) (see paragraph 6a).

4. ALERT PROCEDURES:

a. During periods where snow fall and/or ice may be expected, official weather forecast is available (Monday-Friday from 0630-1700 hours) from Base Weather Station, Telefon (TEL): DSN 467-2789/2849. Additional information in reference to road conditions may be obtained by calling DSN 468-7870. Whenever there is a prediction of inclement weather involving snow or ice overnight, requiring snow and ice removal the next morning, the on-call employee from Buildings & Grounds Division Katterbach will alert snow and ice removal/control personnel for required action and will ensure that these operations get underway no later than 0500 hours the next morning, or if required earlier, to ensure clearing of roads and common parking areas prior to the main movement of vehicles onto and around Kaserne areas.

b. The Chief Buildings & Grounds Division Katterbach and the DPW Facilities Manager at AST Illesheim will publish a monthly roster of personnel to be on stand-by

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for the United States Army Garrison (USAG) Ansbach. The DPW emergency system for the USAG Ansbach will be activated in the following manner:

(1) Ansbach/Katterbach: If and when determined by the DPW, the Chief Buildings & Grounds Division or the Military Police Desk Sergeant that snow and ice removal/control is required. A call will be placed to the Katterbach Fire Station, TEL: DSN 467-2822 or CIV 09802-958632. The Katterbach Fire Station Operator will notify the on-call employee from Buildings and Grounds Division Katterbach who than will notify the Emergency Crew on stand-by for snow and ice removal/control. Duty Roster for the on-call crew will be forwarded to the Fire Station on a monthly basis.

(2) Illesheim: If and when determined by the DPW Facilities Manager or the Military Police Desk Sergeant that emergency snow and ice removal/control is required, a call will be placed to the Illesheim Fire Station, DSN 467-4835 or CIV 09841-83835. The Illesheim Fire Station Operator will notify the on-call employee from Buildings and Grounds Division Katterbach who than will notify the Emergency Crew on stand-by for snow and ice removal/control. Duty Roster for the on-call crew will be forwarded to the Fire Station on a monthly basis.

5. SNOW AND ICE REMOVAL PROCEDURES:

a. For all areas where snow and ice removal/control operations take place, maps/drawings will be prepared and updated as required.

(1) The Buildings & Grounds Division Katterbach is responsible for maintaining all maps/drawings in a current condition and assigning reference numbers.

(2) The AST Illesheim and the DPW Facilities Manager will maintain a set of maps/drawings for their areas of responsibility and will notify the Buildings & Grounds Division Katterbach if and when changes are required.

b. Task assignment in order of priority:

(1) The Buildings & Grounds Division Katterbach, TEL: DSN 467-2129, is responsible for snow and ice removal/control operations in the following priority:

<u>Priority</u>	<u>Location</u>
1	Katterbach Kaserne
2	Barton Barracks
3	Bismarck Kaserne
4	Local Training Area Urlas

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Katterbach Airfield, Housing Areas Ansbach and Katterbach, Shipton Kaserne Urlas, IRP Site Urlas, main roads at Urlas Training Area, roads and walkways leading to High School and Elementary School Katterbach, and Rainbow School Barton, are serviced by contract. The contractor will be informed either by the Contract Ordering Representative (COR) or the Inspector from DPW, Buildings & Grounds Division, Katterbach.

(2) DPW Illesheim, TEL: DSN 467-4622/4722, is responsible for snow and ice removal/ control operations in the following priority:

<u>Priority</u>	<u>Location</u>
1	Storck Barracks
2	CFMO Oberdachstetten
3	Tank Road Oberdachstetten
4	Rifle Range Oberdachstetten

Illesheim Airfield, Housing Area Illesheim, IRP Site Oberdachstetten roads and walkways leading to Elementary School Illesheim are serviced by contract. The contractor will be informed either by the COR or the Inspector from DPW, Buildings & Grounds Division, Katterbach.

c. Concept of DPW Snow and Ice Removal/Control Operations:

(1) Snow removal teams of the Katterbach DPW as well as DPW Illesheim will begin operation in assigned areas of responsibility as required.

(2) Roads and parking lots will be spread with salt or liquid calcium/sodium chloride as required, to develop traction and minimize road safety hazards.

d. Sidewalk Snow Removal – Kaserne occupants/tenant units Areas:

(1) It is the responsibility of the Area Support Team to supervise the snow and ice removal/control of sidewalks, steps and assigned parking areas.

(2) Snow should NOT be shoveled into the street.

e. Snow Removal on Railroad Tracks: In order to meet safety requirements established by the German rail Agency (Deutsche Bundesbahn), railroad tracks shall be kept free from snow and ice. Flange ways shall be cleared up to a depth of 5 cm, switch channels of throw over device and switchblades shall be completely cleared of snow and ice. Railroad crossings shall be cleared from snow and ice at a width of 5 m,

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in order to prevent melting snow from flowing into the flange groove. If train plow services are required, the DPW, Buildings & Grounds Division Katterbach, TEL: DSN 467-2129 shall be notified 24 hours prior to commencement of work.

6. RESOURCES:

a. Equipment/Material

(1) Trucks will be loaded on a daily basis for use after regular duty hours. These trucks will preferably be parked in heated areas to prevent freezing of loaded material. If such areas are not available, materials must be adequately covered.

(2) Breakdown or non-functioning of equipment will be reported to the supervisor without further delay. The supervisor will initiate a request to the Wuerzburg Base Operations Maintenance Center (BASOPS), located at the Motor Pool (TMP) B LDG # 5259, Barton Barracks for immediate repair. Repair services of this type will be given priority.

(3) Location for snow and ice removal/control equipment:

(a) Ansbach/Katterbach Area: trucks with spreader and snowplow are located at Katterbach Kaserne, BLDG # 5839 & 5840.

(b) Illesheim/Oberdachstetten Area: trucks with spreader and snowplow are located at Storck Barracks Illesheim, BLDG # 6511.

(4) Snow removal hand tools, supplies, as well as spreading material are available for pick up by troop units at the DPW Self Help Store (SHIP Store) located at:

(a) Ansbach/Katterbach Area: Katterbach Kaserne, BLDG # 5516, TEL: DSN 467-2132/2149 or CIV 09802-832-132/832-149.

(b) Illesheim/Oberdachstetten Area: Storck Barracks Illesheim, BLDG # 6523, TEL: DSN 467-4666.

b. Snow and Ice Control Material - DPW:

(1) The main stockpile of spreading material for the Ansbach/Katterbach Area is stored at the Material Yard on Urlas.

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(2) The main stockpile of spreading material for the Illesheim/Oberdachstetten Area is stored at BLDG # 6542, Storck Barracks Illesheim.

7. Proponent for this policy letter is DPW, Buildings and Grounds Division Katterbach at DSN 467-2129.



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Commanding

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